

**CEMETERY SYSTEM BOARD OF TRUSTEES  
CITY OF FORT LAUDERDALE  
CITY HALL 8<sup>TH</sup> FLOOR CONFERENCE ROOM  
Thursday September 10, 2015  
3:30 P.M.**

<b>Members</b>	<b>Attendance</b>	<b>Cumulative Attendance 2/2015 through 2/2016</b>	
		<b>Present</b>	<b>Absent</b>
Michael Ruddy, Chair	P	4	0
Patricia Hayes, Vice Chair	P	4	0
Damon Adams	P	4	0
Victoria Mowrey	P	3	1
Larry Ott	P	4	0
John Sykes	P	3	1
Mark Van Rees	P	4	0
Myrna Pototsky	P	4	0
Avis Boyd-Gaines	P	2	0
Dennis Ulmer	P	4	0

**City Staff**

Yoly Colarusso, Parks & Recreation Cemetery Liaison/Recording Minutes  
Lee Feldman, City Manager  
Carl Williams, Parks & Recreation Deputy Director  
Ryan Henderson, Assistant to City Manager  
Zach McGinnis, Senior Management Fellow

**Guests**

Julius Delisio, Carriage Services  
Scott Drzewiecki, Carriage Services  
Chris Manceau, Carriage Services  
Trevor Jackson, Carriage Services  
Kim Krause, SunTrust

**1. City Ordinance No. C-09-05, Quorum**

The meeting was called to order at 3:30 pm and it was determined a quorum was present.

**2. New Business**

**A. Requirement Minutes Approval**

Motion to approve minutes of the July 9, 2015 meeting made by Damon Adams and seconded by John Sykes. In a voice vote, the motion passed unanimously.

### **B. Cemetery Masterplan (Discussion/Motion)**

Mr. Feldman addressed the Board stating it is my recommendation that we move forward and create a Cemetery Master Plan. We have circulated a proposed scope to you, which would be similar to the concept of the City of Austin's plan. This would give us a 5, 10, and beyond 10 years look at what the cemetery system needs to be in terms of upgraded facilities, maintenance, design, and potentially look at acquisition needs for future cemetery. We would like to move forward and put our RFP (Request for Proposal) out on the street and get some proposals back, and then work with you on selecting a master planning company.

Ms. Hayes stated I don't believe the funds in the Perpetual Care Trust describe RFP's or anything like that. Perhaps the City, since it is making \$700,000 annually from the cemeteries, could look into that; since we don't have the means to which I am aware of to present it. Mr. Feldman responded that is why we have folks from our Finance Department here; we think this is a lawful expenditure from our Trust Fund. Ms. Hayes asked how much this will cost. Mr. Feldman stated we won't know until we get it, but a study like this I would anticipate to be in the \$100,000 to \$150,000 range.

Ms. Hayes stated the City of Austin, when they were doing their preserving Historic cemeteries, there cemeteries did not look anything like our City cemeteries. I have a brochure here showing they look like Boot Hill, and how do they compare to the City of Fort Lauderdale. Mr. Feldman stated I think they are two completely different products. The question is what we want our cemeteries to look like. Do we have a formal tree planting plan? Have we thought about how cemeteries add to our Parks system? As I mentioned last time, cemeteries need to be more than a place to bury people, they need to be a place where people can come and have careful reflection and meditation. I have seen people use our cemeteries as walking and biking trails, and may not have any relation to anybody inside the cemetery but may just want to use our cemetery system as open space. And so, it serves different roles for different people. I think ultimately we need to have a plan that is more concise than, we don't think we have enough irrigation or we are going to decide on a place to fence in. Ms. Hayes said I can understand that, but I'm looking at the priority one list of the City of Austin, and new cemetery entrance \$368,000, restroom \$250,000, new entrance latch gate and walls assume \$100,000. When you look at these costs, they come up in the millions. I don't think our cemeteries compare in any way with the Texas cemeteries or the California cemeteries like Davis. I am concerned that our cemeteries don't look anything like the cemeteries that you sited, particularly the City of Austin.

Mr. Feldman stated that no one plan is going to be identical, and every cemetery system is going to have different needs. A Cemetery Master Plan Consultant is going to come in and engage staff and other stakeholders in developing the plan. There may be some immediate capital needs that come out of it, some long term capital needs that come out of it, or there may be shifting of priorities. But ultimately, this Board and the City Commission are the entities that set the priorities, and not a consultant. We use their knowledge in terms of what are the best practices in the industry, and how to move forward. Ms. Hayes asked in the RFP, would you be hiring existing cemetery planners

or engineering firms. Mr. Feldman replied we would hire a company that has experience in dealing with cemeteries. I don't want a company that has just visited a cemetery on the occasions that you do, I want somebody that has done this type of work in the past.

Ms. Hayes asked before you make a selection, would you check references and what they have done. Mr. Feldman stated that references are a part of our normal process, but would go one step further. When we put together a selection committee to narrow down and rank, I would look for you to designate one Board member to serve on that committee along with staff to represent our interests and ask those questions so that when we come back to this Board with a recommendation, there is somebody that has been through the process with staff in terms of vetting the consultants. Dr. Ruddy asked if a company was hired already, or is the request for funds to be able to go out and solicit bids that will be presented to a committee. Mr. Feldman stated I don't want to go down this road if the board is not going to be participating and receptive to it. Otherwise, we will end up with a book that sits on a shelf. This is not something that will happen in a ninety day period. There is going to be stakeholder involvement, the development of a plan, and a facilitation of a plan. It has to be something that ultimately the Board and the City Commission is going to use to move the cemeteries forward.

Mr. Sykes asked Mr. Feldman how he defined a very healthy corpus. Mr. Feldman stated if you look at what maintenance costs are at today, and you look at what the corpus is generating in terms of the return, we have something that is there. The idea of a corpus for perpetual maintenance, I think, is important but you have to recognize these are municipal cemeteries too, we are not a private company and we are not going away tomorrow. So, if there was no corpus there at all, no Perpetual Care Trust Fund at all, the City still has the responsibility for maintaining the facilities. Mr. Sykes asked what the Boards responsibility was to corpus. Mr. Feldman said I believe your responsibility is twofold. First, to make sure there are dollars coming in and the second is to adjust it as needed. Mr. Sykes asked do you believe this corpus takes care of our perpetual needs. Mr. Feldman stated that is part of the master planning process too. Mr. Sykes stated the study should be a relatively minor expense and I don't know that we need to equate the two and lump them together. Mr. Feldman responded we don't have to. The board could ask for a study and fund it.

Mr. Sykes asked if we have any studies that show what happens to cemeteries when they decide to become parks. Mr. Feldman stated I'm not sure I ever heard of a study where cemeteries became parks. I believe that cemeteries are a type of park. Mr. Sykes replied I don't. I believe they are for the dead and their families. I think in my limited experience the more they move towards being parks, the more they were desecrated and even abandoned when they were open for the entertainment of the public. Mr. Feldman stated don't construe my remarks that a park means the facility is open 24 hours a day, because our cemeteries are open today and people are using them for non-cemetery use; and I don't think they are being desecrated by these people. Mr. Sykes stated I believe there are a couple of stories around that don't exactly agree with that statement and I have seen cemeteries myself, I use to run in one. Mr. Feldman stated so you used it as a park. Mr. Sykes replied no, I was using it as a place that I ran

through rather than partied in. Mr. Feldman replied I think parks are places that you run through also; I don't equate every single park as a place we have to go party in or hold picnics in. Mr. Sykes stated they are pretty close. Mr. Feldman replied I disagree with that, I completely disagree with that. We have lots of parks that are passive in nature in our system where people walk and stroll every day and are not used in any sort of partying type of fashion.

Ms. Hayes stated come visit Peter Feldman Park to see the homeless and the drug use and the women that are afraid to put their children on the playground for fear of that within the park. Dr. Ruddy asked for the location of park. Ms. Hayes stated Peter Feldman Park is at the SE corner of NE 6th street and 3<sup>rd</sup> avenue. It is a passive park named after Peter Feldman, who did a lot of development within that area. The City put in these walking trails and a covered area, with a small children's playground that is fenced in. Homeless people sleep there overnight and defecate all over; while the drug users leave behind needles. My building is next to the park and that is why I know these things, and the reason I have a police sergeant's number to call because of these issues. You see homeless people going down the slide, and falling off, and you see a variety of things, but it is a passive park that's open for the use of the people and residents that live there. A lot stay away because of the inhabitants of the park. Mr. Feldman stated I think we are making some inroads in passing ordinances, we are in court to try and enforce other ordinances, but last time I drove by Peter Feldman children were playing soccer in there. Ms. Hayes asked do you come by in the morning around 9:00am. Mr. Feldman replied I was there at 11:00am. Ms. Hayes stated that is the wrong time. Mr. Feldman replied I drive by every morning as I come into work, but it is a public place. Once you open the gates at a cemetery, you have a homeless individual in there too; it is a public place. I don't know that I equate that discussion with a master planner.

Mr. Sykes stated I live near a relatively new gorgeous little park called Bill Keith Preserve, aka Pirate Island. Dr. Ruddy asked where it is. Mr. Sykes stated it's in Shady Banks south of Horrt Park. It is becoming a dumping ground, and drug dealing territory. The drug deals happen primarily early in the morning or late at night. I walk that park during various hours and have interrupted drug deals four times, and I don't want to see our cemeteries in that same position. So I am asking how we are going to assure that when we attempt to entertain the public that our cemeteries don't get to that same state. Mr. Feldman stated if you don't think people are in our cemeteries after hours, I think you are mistaken. We live in an urban area, and have urban problems. Homelessness and drugs are part of that, and we try to address it. We are dealing with a new drug on the street right now called Flakka, which is being imported from China through UPS and other services; I'm all for knowing what solutions are. At the end of the day, I think our cemeteries have people in them after hours and our parks have people in them after hours and we are as diligent as we can be in getting them out of there. Recognizing that people have rights and the Constitution protects them as well; we have to walk a very fine line.

Ms. Mowrey asked if the City has made any plans to identify any new areas for additional cemeteries. Mr. Feldman stated I think we need to. Ms. Mowrey stated we have recommended it for quite some time as a Board. Mr. Feldman replied we own several parcels that I think may be suitable for that and one thing we need to look at as master planning is when do we fill up and when do we need new space. Ms. Mowrey stated we have discussed all of that many times over the course of the time I have been on the board, which is a divided number of years. We completely agree with that. My personal opinion is that if the City identifies an area for a new cemetery that would be the time for formulating a master plan so that acreage is developed in the very best way. Our cemeteries now are at the end of their life in terms of burials for the most part, most of what we are talking about is aesthetics'. I don't see the need to spend dollars to achieve aesthetics' when we have City staff and Carriage Services who certainly know about aesthetics', trees, etc. I would like to see those resources used in terms of aesthetics'. When I look back at what we had for a master plan in 2000, most of those items have been achieved. I'm leery of there being enough money in the future to sustain the Perpetual Care of the cemeteries we have right now, and keep them as they should be kept. That has always been as a board our goal, and who we are. We are to take care of and not foolishly spend money. Mr. Feldman stated I'm not saying that you should spend one penny other than to come up with a plan to determine what the needs are. I told this board the last time I was here, I took a ride through every single cemetery, putting Woodlawn aside for a second because that one is closed; I am not happy with the way the maintenance in the facilities are. I think there are large gaps in what a cemetery should be. The closest one coming to a cemetery that I would feel proud of is Evergreen. When I take a ride through Lauderdale Memorial Park and I see dead trees and grass, weeds, and find out that there is not an irrigation system suitable to take care of that, and that we don't have proper turf management systems, and there is not grave markers or ways to find a loved one if I had one in there. Those to me are not cemeteries that I am happy with as a City Manager. I ultimately have the responsibility to you, the City Commission, and to all our neighbors out there in terms of making sure that our cemeteries are properly maintained. I don't have a comfort level in there yet. I look at things in terms of aesthetics'; to me a tree canopy is part of it. Cemeteries have to have this delicate balance between roots and graves, but also preserving tree canopy. And when you have areas like in Lauderdale Memorial where you cannot find a tree, and if you go out there to pay your respects and you are baking in the sun because there is no relief anywhere around; I think that is a problem. When I look at a chain link fence surrounding a cemetery of that magnitude, now we are replacing that fence today, but that didn't come out of a plan; it didn't come out of the request of the operator, it came out of my request because I was the one who went to staff and said we have to replace that fence because it doesn't look right. I took a walk around Evergreen and it has four different types of turf. It does not have adequate irrigation, areas are sinking, entrance pillars that were on angles, light posts that were not properly maintained, simple things. Again, I'm a firm believer that cemeteries are places where you come to pay respects and we have the obligation to maintain them. It is one thing to build the Corpus up, but if we are not doing what we need to do on an ongoing basis we are paying a disservice to the people who are in them. That is just my feeling.

Ms. Mowrey stated I won't disagree with your opinion, you are entitled to it. On one point I agree we need more trees, especially at Lauderdale Memorial Park. It's not simply planting more trees, burials prevent planting trees, it has to be planned. Mr. Feldman stated if you look at pre-Wilma pictures we had a nice canopy in there, we never replaced those lost trees. Ms. Mowrey replied point well taken, we did not; you are right. I do differ on the issue of the fence however. We as a Board discussed the fence but did not finalize it. When you saw the need for the fence, now the fence is coming. We can't get that fence done because our own City zoning...Mr. Feldman stated no that is wrong. Ms. Mowrey stated no then how is it. Mr. Feldman replied that fence can go in right where the chain link fence is now; I have already taken care of that. I went back and raised the issues and found out there is absolutely no zoning issue. The fence just has to be procured according to City procedures. Ms. Mowrey apologized for not knowing the outcome as she was not present at the last board meeting. Ms. Colarusso stated Mr. Feldman corrected the zoning issue the very next day.

Mr. Van Rees stated I do not believe a cemetery master plan is going to give us what we need on our current cemetery system. I believe the 2000 plan which has been followed here and there a little bit, but there are still some items that have not been completed. I don't think a new master plan is going to give any more burial spaces, it has basically already been decided. Aesthetically, there are things that need to be done and I don't think a master plan tells us where to put things. I agree with Vicki, we have staff, we can create committees, and it can be board members, community members, even the county years ago assisted in tree canopy. I don't think we need to spend dollars, and it's not a little amount, to come up with a master plan in our current system. We do need to address our future needs. But, another cemetery master plan under our current cemetery system is not going to give us anything more than what we already have. I don't believe it. We do need to address our future needs. I know that you provided us with some maps of different parcels of land that the City does own, and I firmly believe this needs to be explored. They are awkward pieces of land that may cause some logistics issues, but that needs to be looked at. I also firmly believe if I look at the Sunset Memorial Gardens situation and I don't know where we are in exploring the county owned property there, but it can't be left out of the picture. Aesthetically we need to do some work in our cemeteries, and may need some additional oversight with regards to our issues. Ninth Avenue has not been addressed as far as a new entrance, and it needs to be. But it all comes down to aesthetics, and that can be handled in house. Mr. Feldman stated it very well may be and I have two points. First, I agree we need to look for additional sites and that is part of a master planning effort. How much land do we need? What will the design be? What types of facilities are needed? Let me go back to the 2000 plan. When we brought in Carriage they had some responsibility to do some capital improvements in there contract, we did not do that for the renewal. The issue I see is our operator has a certain responsibility to be producing this type of data for us also; help develop a tree plan, deal with the irrigation plan, and tell us what our five year capital improvement plan is going to be on an ongoing basis and not just at the time of renewal. So I asked for that when I first started looking at the conditions of the cemeteries back in April, and I received a page and a half response that looked like it

was from a six year old. A plan quite frankly, I was insulted by. I responded back that I was insulted by this as being a five year look at what our needs are with basic information that we needed some irrigation in some parts of Lauderdale Memorial Park. We can do better. If you want to task the operator to go back and develop a five year capital plan to deal with these things, I would be very interested in seeing what they come back with. It has to be more than a page and a half response to the City Managers request that they do something in terms of maintenance. I did not bring it with me. Yoly, I don't know if you happen to have it with you. Ms. Colarusso stated no but I will email all Board members a copy of it.

Mr. Van Rees stated I find that of interest and I am curious about that; it makes me wonder. I'll open this up because here is my problem. You say you did this in April? Mr. Feldman responded I did that in April and received the response at the end of May. Mr. Van Rees asked currently our contractor or Management Company is in what year of their contract? Ms. Colarusso stated the second year of the renewal. Mr. Van Rees asked how much time is left. Ms. Colarusso stated they have three years left, and two years until the renewal process begins. Mr. Delisio stated in the first five year contract Carriage Services completed 2.1 million dollars in capital improvements. Mr. Van Rees stated yes there was a Capital Improvement Plan. Mr. Delisio stated in the renewal contract there is a \$610,000 Capital Improvement Plan. Dr. Ruddy asked Mr. Delisio when the first contract was. Mr. Delisio stated it was from 1998-2003. The contention was that it was a ten year contract and that most capital would done up front. We all knew that from the initial improvements that we would build mausoleums, hedge estates, entrances at both Lauderdale Memorial and Sunset Memorial, irrigation upgrades in some areas, part of the fence and wall at Sunset, a maintenance building; we completed a lot. Right now the new mausoleum, hedge estate, and cremation garden has spent most of the \$610,000 for the Capital Improvement Plan proposed in this five year renewal.

Dr. Ruddy asked the Board if they had any more questions for Mr. Feldman before he had to leave.

Mr. Sykes stated my problem is between maintenance and capital improvements, that is what I'm having trouble understanding. I don't believe we have enough in corpus to handle maintenance, much less capital improvements. So again, I would like to see the study that tells us what our fund is capable of. Mr. Feldman stated I believe the City Auditor is working on a report. Not all the money in the fund is in corpus, it's about half. Dr. Ruddy stated at the end of July the corpus was \$13,752,798, and the accumulated earnings were \$12,252,566. Ms. Mowrey stated I believe this is too big an issue for us to think that we need to make a decision today. We only meet bi-monthly and this is something we need to be diligent about. There are many factors to discuss and we only have two short years before an RFP goes out for a new contract. All of that plays into a master plan, how the money is spent, and who is spending and on what. Dr. Ruddy agreed and opened the discussion to have a single agenda item special meeting to discuss the cemetery master plan.

Ms. Mowrey made a motion to defer Cemetery Master Plan to a special meeting on October 1 at 2:00pm, seconded by Mr. Adams. In a voice vote, the motion passed unanimously.

### **C. Trust Fund Investment Review/SunTrust Bank (Discussion/Motion)**

Ms. Krause from SunTrust distributed handouts to the Board to present Market update and Portfolio review. During August stock and bond markets experienced extreme volatility due to China growth concerns and resulting devaluation of its currency, further plunge in commodities, and ongoing uncertainty regarding the Federal Reserve transition. These concerns all created stiff headwinds for global equity markets, especially when markets were vulnerable to a decline. The US market had gone four years without a correction, and historically, corrections take place each year. While the volatility is uncomfortable, we view this as a normal correction and see no reason to panic.

Ms. Krause stated that all major global stock indices were negative for the month, pushing many of them into the red for the year-to-date-period. Although the recent market correction has been sharp, most of the signs that tend to lead to bear markets-such as recession, oil spikes, tight monetary policy, and investor euphoria-are largely absent. US Economic data continues to chug slowly upward. Despite global headwinds and some unevenness, the steady recover of the data underscores the underlying strength in the US economy.

Ms. Krause presented the following for Portfolio & Performance Review. Given SunTrust's expectations for slowing global growth and heightened market volatility, we have positioned the portfolio for a more uncertain and challenging environment over the last several quarters.

Ms. Krause stated balancing our constructive outlook on the US (no recession in immediate forecast) vs the maturity of the market cycle, elevated valuations and concerns over global growth and deflationary trends. Over the last several years we have recommended against commodities due to poor supply/demand fundamentals and slowing global growth. Given concerns over the slowdown in China and commodity-producing countries.

Ms. Krause stated reduced high yield bonds/eliminated leveraged loans improves the credit quality within fixed income. Additionally, we continue to recommend Osterweis, a more flexible and opportunistic high yield manager. Increased high quality fixed income serves as a ballast to portfolios during times of market stress. While interest rates are still at low levels, recent stock market turmoil serves as a reminder that high quality bonds play an important role in reducing overall portfolio volatility, as these assets serve as safe haven retreats. As concerns over currency risk intensified given Fed's policy transition and global growth dynamics.



Ms. Krause reported the portfolio posted a return of -2.93% (net of fees) for the month of August and -1.4% (net of fees) for the year-to-date period through August 31, 2015, in line with market benchmarks.

#### **D. Capital Improvements Project Update (Discussion/Motion)**

Dr. Ruddy reminded all Board members they previously approved \$550,000 for the irrigation improvements, and the LMP fence with trees for roughly \$255,000; we will have around one million dollars coming out of the Trust Fund before the end of the year.

Mr. Delisio stated we completed the new cremation garden at Lauderdale Memorial Park, and reminded everyone it was a \$30,000 expenditure approved earlier in the year. The fence project is coming along, but we did run into some problems. Carriage is funding this project and cutting checks, and then will be reimbursed by the City from the Trust Fund once the invoices are presented according to the payment schedule. Carriage accepted the responsibility to pay the vendor directly and then be reimbursed by the City from the Trust Fund. The problem now is the approval process. Usually the approval is given by finance on the same day, but it is taking a week to ten days. The last Maintenance Reimbursement was paid three weeks late. I don't know what they are doing in Finance but it is problematic for Carriage, and needs to be addressed. The fence is going to be installed and we addressed the landscape and zoning issues by planting 50 trees.

Ms. Mowrey asked do you have an email from the City asking for a three foot setback. Mr. Delisio stated it is on the permit review under zoning, but we are not required to do that. Ms. Mowrey stated Mr. Feldman stated that he fixed that issue. Ms. Colarusso stated that Lee fixed the setback issue the very next day. Ms. Mowrey stated it should be common sense to replace a fence in the exact location of the old fence, and not something that has to be handled by the City Manager.

Mr. Delisio stated there will be 27 trees planted along SW 9<sup>th</sup> avenue, and the remaining trees along SW 4<sup>th</sup> avenue, SW 20<sup>th</sup> avenue, and behind the office along State Road 84. After hurricane Wilma, we received a County grant for tree replacement and 60 trees were planted in LMP. Dr. Ruddy asked if the County still does grants for trees. Mr. Delisio said a year after we received our trees; the County stopped giving tree grants to municipalities. Ms. Mowrey stated the City is having a tree giveaway in a couple of weeks for residents, why can't the cemeteries be given trees from this program. I did not have the opportunity to ask Mr. Feldman why this could not apply to our cemeteries. Mr. Delisio continued we are going to add 50 trees, and have already planted 30 new trees so far this year. It is difficult to plant Oak Trees in a five foot path, as they present problems with roots growing into markers and spaces. Unless areas were originally planned for large canopy trees, it's not that easy to randomly plant them throughout the cemetery. We do not remove trees for burials, and have never done so in all my year's here. In fact, we offer a reselection at no cost to the customer if this situation arises.

Mr. Delisio continued with the fence project. It will cost \$235,000 which includes ten extra panels for repairs. The permit was \$5,895 to the City, and the trees will cost \$15,000. So this project comes to about \$255,000 and is well under the \$350,000 budgeted. The fence was on this Board's capital list. Mr. Van Rees agreed; and Ms. Mowrey also stated that yes it was. Mr. Delisio stated we did have a capital plan, but aesthetics and capital plans are two different things.

Ms. Hayes stated Mr. Feldman referenced a map of some sort in the cemetery if you want to go find your loved ones location. Mr. Delisio stated we have maps. First of all, we take the people personally in a cart out to their loved ones location, and also provide them with a map. Ms. Colarusso stated that a map of LMP printed on a piece of paper is too small of a print to read. The loved ones name is looked up to find the location, and then a block specific map is printed for that area which is easy to read; then they are driven out to the location.

Mr. Van Rees asked if Carriage had a system that could be utilized on a computer for specific locations. Mr. Drzewiecki replied we do not have that type of system. Mr. Van Rees suggested it needs to be looked into, I do agree with Lee Feldman on that and that is in all the cemeteries. Mr. Drzewiecki stated he was familiar with these types of systems. Dr. Ruddy asked Mr. Van Rees to explain this type of system. Mr. Van Rees explained H.M.I.S. is cemetery management software that maps out any cemetery and allows a user to type in the deceased name and the location information appears on screen with a picture of the garden. Dr. Ruddy asked if you could access the system on line or from home. Mr. Van Rees stated there are systems available that you can access from anywhere, but they are extremely costly. It would be great for a new cemetery, but not for an existing cemetery; it is way too costly.

Ms. Mowrey asked Mr. Delisio what type of trees you are planting in Lauderdale Memorial Park. Mr. Delisio stated Pink Tabebuia's, Wild Tamarind, and Crepe Myrtles. Ms. Mowrey stated I am asking because I want to know if they are the type of trees being given as part of the resident program. Ms. Colarusso stated the tree giveaways are for small five gallon trees, and not the size you would want to plant in a cemetery. Ms. Mowrey said my point is more that I have not seen the City come forward in assisting the cemeteries in all my years serving on this board. That is my objection.

Mr. Sykes said make sure you plant the right sod. Mr. Delisio stated you can go into any cemetery and not find the same type of sod everywhere. Dr. Ruddy suggested that is something you may need to address in writing. I agree with you, anyone who has a lawn knows it is not the same everywhere. Mr. Delisio stated you have 100 acres that is dug up 1000's of times for burials, and each time we purchase sod it is a different variation from year to year. We keep it green, but we had a tough summer due to the lack of rain. The new irrigation improvements will help fix some of this. I want to make it clear that whatever is sent to the City Commission, that this Board approved Ted Conner and Hoover. It needs to be written specifically that way when it goes to Commission so we have no problems when the City asks Carriage to complete the project. Dr. Ruddy stated we did approve these companies. I thought when we approved expenditures; the

minutes went directly to the City Commission. Ms. Colarusso stated only Board approved minutes go to the City Commission. Dr. Ruddy asked if the City Commission would see we approved Ted Conner and Hoover. Ms. Colarusso replied yes.

Ms. Mowrey asked so Carriage as a private enterprise did not have to bid projects out, and things were always done in that fashion. When and how did that change, did that get changed by a new rule or regulation. Mr. Delisio replied no that did not change. Every capital improvement project that we did, we completed from our funding. For example, the wall at Sunset Memorial Gardens; there was a shortage of \$60,000 because they only wanted to run the wall up to BSO (Broward Sheriff's Office). So the Board said we want the wall to extend to 31st Avenue, which made sense since it was already bid out. The \$110,000 the City had to pay out was from a code violation from 1998 that had to be corrected. They only had to correct it to BSO, so the Board again said we want it to go all the way. And so we did. So that \$60,000 was not an issue because it was a project that went out to bid. I believe procurement right now is up to \$25,000 you must get three bids, anything over that amount must be a sealed bid process. We have never completed a project where the City paid us directly other than for maintenance reimbursement. This is the first time that Carriage Services is being paid directly from the Trust Fund for a capital improvement project. Maintenance Reimbursement is part of the agreement and written in the City Ordinance, Rules & Regulations, and Investment Policy. So when we submitted the invoice from the fence company, it was denied by Finance. They said we cannot pay the vendor directly because it was not procured by City purchasing guidelines. Mr. Adams stated you then become the vendor. Mr. Delisio stated we are a registered City Vendor; therefore we can be paid to do it and be reimbursed. So with this next irrigation project, I feel as though we will have the same problem with getting payment. Mr. Van Rees asked why this was happening. Mr. Delisio stated I don't know or have an answer.

Mr. Van Rees stated this needs to be a Commission Action Item. Dr. Ruddy agreed. Mr. Delisio said the fence contractor has already invested in fabrication of the product and I signed a contract with him for the \$235,000. This next project of \$550,000 will not be done this way unless this process gets corrected and can be paid on time. It is something that needs to be addressed; it cannot sit in someone's email waiting for approval. The last Maintenance Reimbursement took three weeks to be paid.

Mr. Van Rees stated it is interesting that you say that, as I just read all City Departments went through a big effort to become more efficient in how they react to citizens and ensure things are completed efficiently and timely. Mr. Van Rees asked where we are with the irrigation improvements. Ms. Colarusso stated it has to go to the City Commission after the minutes are approved; which was done at this meeting today. Mr. Delisio stated the wording in that memo is critical in that it must state how and who will get paid, and that timely payments will be made.

**E. Maintenance Reimbursement (Discussion/Motion)**

Mr. Delisio explained the utility bills for June were high due to lack of rain and the need to irrigate more frequently. Ms. Colarusso explained that the pumps were down at LMP and Evergreen had an irrigation break.

Motion to approve the Maintenance Reimbursement to Carriage Services in the amount of \$193,893.98 made by Vicki Mowrey and seconded by Pat Hayes. In a voice vote, the motion passed unanimously.

**F. City Commission Action Items (Discussion/Motion)**

Motion made by Ms. Mowrey that upon Carriage Services submittal of the Cemetery System Board of Trustees approved expenditures, the City of Fort Lauderdale shall within five (5) business days authorize SunTrust Bank to make payment to the vendor, seconded by Mr. John Sykes. In a voice vote, the motion passed unanimously.

The meeting was adjourned at 5:32 pm.

Minutes prepared by: Y. Colarusso, Parks and Recreation